



Electronic Safety and Licensing Application
User Instructions



Electrical Permit Application Instructions

Dashboard | eSLA

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DSPS Home

Service Request: SR-19-21690 ~

preprod-esla.cs33.force.com/apex/Dashboard

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eSLA

DASHBOARDPUBLIC LOOKUP1TESTER, TERESA

Welcome to your eSLA Dashboard

Plan Review

Permit

+ NEW APPLICATION

MY HISTORY




Select + NEW APPLICATION.

Are you trying to add a business or renew a cross connection control assembly? Click here to add a business or renew your assembly.

Your Plan Reviews

To renew, edit, or update your Plan Review, please click on the Options button. Applications for a Plan Review are also shown on the bottom of the dashboard page.

SORT BY

	Electrical Petition for variance EL-121900011-PV	PROJECT NAME Mulder Farms	STATUS Conditionally Approved	EXP DATE	REVIEW DATE	OPTIONS
	Plan Review only EL-121900018-PRO	PROJECT NAME Joe	STATUS Approved	EXP DATE	REVIEW DATE	OPTIONS
	Plan Review only EL-121900017-PRO	PROJECT NAME Fern School	STATUS Approved	EXP DATE	REVIEW DATE	OPTIONS

12:45 PM

1/2/2020

Application Selection

Select the Area. Next, based on the area, select either the Program Area, Permit/Plan Review, and Application Type or the Application Type, Credential and Credential Type as applicable.

To add an account, select the account name from the drop down. If you do not see an account, please add the business via the [Manage Business](#) page.

Select Area

Permits

Plan Reviews

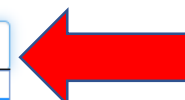
Products

Fire Department / Municipality (2% Dues)

Credentials

Manufactured Homes

Delegated Municipality



Select **Permits**
from “Area”
drop-down list.

Application Instructions

Provide the information necessary for the application. Once finished, click which type of Save option desired.

CANCEL

SAVE AND CONTINUE

Application Selection

Select the Area. Next, based on the area, select either the Program Area, Permit/Plan Review, and Application Type or the Application Type, Credential and Credential Type as applicable.

To add an account, select the account name from the drop down. If you do not see an account, please add the business via the [Manage Business](#) page.

Application Instructions

Provide the information necessary for the application. Once finished, click which type of Save option desired.

Select Area

Permits

Select Program Area

Electrical

--None--

Amusement Rides

Amusement Rides PTO

Boiler & Unfired Pressure Vessels

Boiler & Unfired Pressure Vessels Petition for Variance

Electrical

Gas Systems

Manufactured Homes Communities

Mechanical Refrigeration

Mechanical Refrigeration Systems Petition for Variance

Plumbing

Plumbing PTO

POWTS

Public Sector Employee Safety

Public Swimming Pools

Ski Lifts & Tows

CANCEL

SAVE AND CONTINUE

Select **Electrical** from "Program Area" drop-down.

Application Selection

Select the Area. Next, based on the area, select either the Program Area, Permit/Plan Review, and Application Type or the Application Type, Credential and Credential Type as applicable.

To add an account, select the account name from the drop down. If you do not see an account, please add the business via the [Manage Business](#) page.

Application Instructions

Provide the information necessary for the application. Once finished, click which type of Save option desired.

Select Area

Permits

Select Program Area

Electrical

Select Permit Type/Plan Review

--None--

--None--

Electrical Petition for variance

Field Consultation

Miscellaneous Inspection

Permit and Plan Review only

Permit only

Training Request

Select Permit only from "Permit Type" drop-down.

CANCEL

SAVE AND CONTINUE

Application Selection

Select the Area. Next, based on the area, select either the Program Area, Permit/Plan Review, and Application Type or the Application Type, Credential and Credential Type as applicable.

To add an account, select the account name from the drop down. If you do not see an account, please add the business via the [Manage Business](#) page.

Select Area

Permits

Select Program Area

Electrical

Select Permit Type/Plan Review

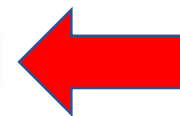
Permit only

Select Application Type

Permit to Operate

Permit to Operate

--None--



Select **Permit to Operate** from “Application Type” drop-down.

Eligibility

By answering the following questions, eligibility for the license application will be determined. Confirmation will be noted if eligibility is met.

Please read these eligibility instructions in there entirety before answering questions.

If the municipality where the project is located is not listed, please select “Non-Delegated Municipality” and check “Yes” to the question below.

Applications for projects that are located in a Delegated Municipality can only be processed if the project is located at a State owned property, or if there is a conflict of interest with the municipality. For projects that are located at a State owned

Application Selection

Select the Area. Next, based on the area, select either the Program Area, Permit/Plan Review, and Application Type or the Application Type, Credential and Credential Type as applicable.

To add an account, select the account name from the drop down. If you do not see an account, please add the business via the [Manage Business](#) page.

Select Area

Permits

Select Program Area

Electrical

Select Permit Type/Plan Review

Permit only

Select Application Type

Permit to Operate

Please select an Account

--None--

Teresa Tester Electric

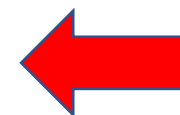
Eligibility

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Please read these eligibility instructions in there entirety before answering questions.

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Select your business account from the "Account" drop-down.

Eligibility

By answering the following questions, eligibility for the license application will be determined. Confirmation will be noted if eligibility is met.

Please read these eligibility instructions in there entirety before answering questions.

If the municipality where the project is located is not listed, please select "Non-Delegated Municipality".

Non-Delegated Municipality

City of Beloit, Rock County (54206)

City of Black River Falls, Jackson County (27206)

City of Eau Claire, In Multiple Counties (18221)

City of Elroy, Juneau County (29221)

City of Fond du Lac, Fond du Lac County (20226)

City of Franklin, Milwaukee County (41226)

City of Greenfield, Milwaukee County (41236)

City of Horicon, Dodge County (14236)

City of Hudson, St. Croix County (56236)

City of Kaukauna, In Multiple Counties (45241)

City of Kenosha, Kenosha County (30241)

City of Kiel, In Multiple Counties (36241)

City of La Crosse, La Crosse County (32246)

City of Madison, Dane County (13251)

City of Markesan, Green Lake County (24251)

City of Marshfield, In Multiple Counties (72251)

City of Menomonie, Dunn County (17251)

City of Middleton, Dane County (13255)

If you selected "Non-Delegated Municipality" above please answer "Yes" below.

If you selected a Delegated Municipality and the project is located in a State owned building or property please answer "Yes" below.

If you selected a Delegated Municipality and the Municipality has a Conflict of Interest, please Answer "Yes" below.

For all other scenarios, please answer "No" Below.

☐ Yes ☐ No

The State will only conduct inspections in delegated municipalities where the project is located on a state-owned property or where there is a conflict of interest with the municipality. Select "Non-Delegated Municipality" if the municipality where the project is located is not on the list.

Select the drop-down menu for a list of **delegated municipalities**.

If you selected “Non-Delegated Municipality” above, please answer **Yes**.

If you selected a Delegated Municipality and the project is located in a State-owned building or property, please answer **Yes**.

If you selected a Delegated Municipality and the Municipality has a Conflict of Interest, please Answer **Yes**.
Select **Save and Continue**.

Please select the municipality where this project is located from the drop down menu below. If the municipality where the project is located is not listed, please select “Non-Delegated Municipality”

Non-Delegated Municipality

If you selected “Non-Delegated Municipality” above please answer “Yes” below.
If you selected a Delegated Municipality and the project is located in a State owned building or property please answer “Yes” below.
If you selected a Delegated Municipality and the Municipality has a Conflict of Interest, please Answer “Yes” below.
For all other scenarios, please answer “No” Below.
☒ Yes ☐ No

With the January 2020 implementation of new electrical inspection requirements, and In an effort to modernize and move toward paperless operations, electrical permit and optional plan review applications will be required to be conducted electronically. We understand that this might be challenging for some customers, so we will allow paper applications submission with prior authorization. If you would like to submit paper permit or plan applications, please contact DspsSbElectricTech@wi.gov. In your email requesting authorization, please describe the reason you cannot submit plans electronically. We will evaluate requests on a case-by-case basis.

In accordance with Wisconsin Administrative Code SPS 316.012(1)(a) Permits are required for electrical wiring projects as follows: Except for an electrical wiring project described in s. 101.875 (2), Stats., and as provided in par. (b), no electrical wiring project may commence unless the owner of the premises where the installation is to occur or their agent holds a permit from the designated inspection agency if the project involves the installation of new or an addition to any electrical service, feeder, or branch circuit serving any of the following:

1. A farm.
2. A public building, structure, or premises.
3. A place of employment.
4. A campground.
5. A manufactured home community.

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Application Instructions

If the project is in a delegated municipality and is not a state-owned building and there is no municipal conflict of interest, select **No** and a message will appear directing you to contact the municipality regarding electrical permits.

Based upon your responses you should contact the Delegated Municipality and file your application within that jurisdiction.

OK

With the January 2020 implementation of new electrical inspection requirements, and In an effort to modernize and move toward paperless operations, electrical permit and optional plan review

stand that this might submission with prior ons, please contact ase describe the ts on a case-by-case

mits are required for

electrical wiring projects as follows. Except for an electrical wiring project described in s. 101.875 (2), Stats., and as provided in par. (b), no electrical wiring project may commence unless the owner of the premises where the installation is to occur or their agent holds a permit from the designated inspection agency if the project involves the installation of new or an addition to any electrical service, feeder, or branch circuit serving any of the following:

1. A farm.
2. A public building, structure, or premises.
3. A place of employment.
4. A campground.
5. A manufactured home community.
6. A public marina, pier, dock, or wharf.
7. A recreational vehicle park.

(b) Under emergency conditions, the necessary electrical wiring may commence without obtaining a permit, provided the owner of the premises where the installation is to occur or their agent submits a permit application to the inspection agency designated by the department to provide electrical inspections for the installation no later than the next business day after commencement of the installation." Payment of all permit and inspection fees will be the responsibility of the applicant. The building owner, owner's agent, or installer shall notify the inspection agency designated by the department to provide electrical inspections when the electrical wiring installation is ready for inspection.

Please provide documentation from the Municipality if a conflict of interest exists with any Permit Only or Permit and Plan Review Only application.

CANCEL

SAVE AND CONTINUE

1:44 PM

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(608) 234-9876

Email Address

wisconsintester+testert@gmail.com

Mailing

☒

Address

987 Main St.
Fairwater WI 53931
Fond du Lac
United States

+ ADD ADDRESS

SAVE AS MAILING

Public

☐

Address

987 Main St.
Fairwater WI 53931
Fond du Lac
United States

+ ADD ADDRESS

SAVE AS PUBLIC

SAVE & FINISH LATER

SAVE AND CONTINUE

DOWNLOAD APPLICATION

You must enter a mailing and public address and click on **SAVE AS MAILING** and **SAVE AS PUBLIC** when entering each.

1:53 PM

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Google

(608) 234-9876

Email Address

wisconsintester+testert@gmail.com

Mailing Address

Select a mailing address by clicking the appropriate checkbox to the right (this is the address used for all postal communications from the Department). To add a new address, click Add Address, complete the required fields, and click Save.

Public Address

Select a public address by clicking the appropriate checkbox to the right (this is the address that will be viewable by the public). To add a new address, click Add Address, complete the required fields, and click Save.

✓ ADDRESS SAVED SUCCESSFULLY

987 Main St.
Fairwater WI 53931
Fond du Lac
United States

USE DIFFERENT ADDRESS

✓ ADDRESS SAVED SUCCESSFULLY

987 Main St.
Fairwater WI 53931
Fond du Lac
United States

USE DIFFERENT ADDRESS

SAVE & FINISH LATER

SAVE AND CONTINUE

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Once each address is saved successfully, select **Save and Continue**.

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📅 1/2/2020

Add a new individual by checking the box to **Create an Affiliation**, or affiliate an existing customer using **Search by Email**.

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Business Information

Project and Site

Questions

Attachments

Summary

Review + Submit

Affiliation Information

An owner is required to be affiliated with this project. Other parties and/or contacts related to this submission can also be added. (e.g. Designer, Installer, etc.).

Type of Affiliation

*

Owner

First Name

*

Craig

Last Name

*

Mulder

Company

State of Wisconsin

Email

*

craig.mulder@wi.gov

Phone

*

(608) 444-5701

Street Address

*

PO Box 171

City

*

Brandon

State

*

Wisconsin

ZipCode

*

53919

CANCEL

SAVE

ADD SITE

Project and Site

Add the necessary Project and Site information necessary to complete this application.

Fill out all the required "Affiliation Information" (fields marked with an asterisk) and select **Save**.

2:17 PM1/2/2020

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Business Information

Project and Site

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Summary

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Affiliation Information

An owner is required to be affiliated with this project. Other parties and/or contacts related to this submission can also be added. (e.g. Designer, Installer, etc.).

Craig Mulder

Status : Active
Type : Owner
Company : State of Wisconsin
Phone : (608) 444-5701
Address : PO Box 171
Brandon Wisconsin 53919

ADD INDIVIDUAL

Project and Site

Add the necessary Project and Site information necessary to complete this application.

☐ Create a New Site

OR

Search for Site by Id, Municipality, Name or Location

CANCEL

ADD BUILDING

Building Information

Please enter the building information. The search functionality is implemented for buildings created on an existing site.

You must enter the Project **Site** information. Existing sites can be searched using site ID, Site Name, Municipality, or Address.

2:20 PM
1/2/2020

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mayville wi zip code - Google

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Project and Site

Add the necessary Project and Site information necessary to complete this application.

Project/Site Name

* Joe's Sporting Goods

Location, Number and Street of Project

* 123 Main St.

Legal Description

County

* Dodge

Municipality

* City

Municipality Name

* MAYVILLE

Municipality Zip Code

* 5305d

CANCEL

SAVE

ADD BUILDING

Building Information

Please enter the building

Fill out the required **Site** information (fields marked with an asterisk) and select **Save**.

Windows Taskbar

2:28 PM 1/2/2020

Status : Active
Type : Owner
Company : State of Wisconsin
Phone : (608) 444-5701
Address : PO Box 171
Brandon Wisconsin 53919

Site Id : SIT-69084
County : Dodge
Municipality Type : City
Municipality : MAYVILLE

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New Application

Permit only

Business Information

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Summary

Questions

Answer the following questions by selecting the appropriate answer for each question. Once completed, click Save and Continue.

Are you exempt from providing the Master Electrician Credential Number per state statute 101.862 (4)

No

Provide the Electrical Contractor Credential Number

245392

Provide Master Electrician/Registered Master Electrician Name

Craig Mulder

Provide Master Electrician/Registered Master Electrician Credential Number

988612

Type of Installation

Type of Project

Service Ampere Rating

Service Voltage Rating

On the “Questions” page, enter information about the **Electrical Contractor** and **Master Electrician Credentials**. The Credential Numbers are verified by the system and you will not be able to submit the permit if invalid numbers are entered.

Windows Taskbar

2:41 PM

1/2/2020

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Type of Installation
NEW

Type of Project
PUBLIC BUILDING STRUCTURES OR PREMISE

Service Ampere Rating
600

Service Voltage Rating
208

Available Fault Current (Contact Utility Service Provider for this value)
8652

Please provide a complete description of the work performed
New sporting goods store

Do you have a New Service
Yes

How many 0 to 400 amperes services (includes one service disconnect)
0

How many 401 to 800 amperes services (includes one service disconnect)
1

How many over 800 amperes services (includes one service disconnect)
0

Continue the “Questions” page by entering information about the project. A value must be entered to **answer each question**, or you will not be allowed to submit the application. If you do not have any of the components that the question asks about, enter **0**.

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How many Feeders

2

Are you installing any new or addition Branch circuits

Yes

How many 20 amperes or less Branch circuits

52

How many 21 to 60 amperes Branch circuits

2

How many over 60 amperes Branch circuits

0

How many temporary services (includes associated wiring)

0

How many fire pumps

0

How many transformer, reactor, etc

0

How many fire alarm, communication and data, and power over ethernet devices

22

How many emergency standby systems (includes generator and one transfer switch)(includes inverter)

0

Enter 0 for any component that is not being installed.

2:54 PM1/2/2020

If you are **Submitting Plans** for an electrical plan review, select **Yes** from the drop-down. You will be prompted on the next page to upload the plans. If you are not submitting plans, select **No**. Select **Save and Continue**.

How many swimming pools (includes associated wiring)

How many elevator, escalator or dumbwaiters (includes associated wiring)

Do you require additional inspections

No

Are you requesting a Plan Review

No

Does my company require a PO?

☐ Yes ☒ No

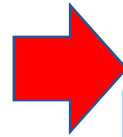
Do you have supporting documents to submit?

No

Are you Submitting Plans with this Application?

Yes
No

SAVE & FINISH LATER SAVE AND CONTINUE DOWNLOAD APPLICATION



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New Application

Permit only

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Review + Submit

Attachments

If applicable, upload the attachments for your application by clicking the Add Attachment button(s). If uploading an attachment as a submission, it is necessary that the name of the file attachment is less than 80 characters in length for it to be received successfully. The character limit does include the file attachment extension, such as (.doc) and (.pdf). The file must be no more than 25 MB in size. For documentation that needs to be submitted directly or by hardcopy, please acknowledge by clicking the Attest button(s). If no attachment or attestation items appear, please click the Save and Continue button.


On the “Attachments” page, **Upload** your documents and select **Save and Continue**.

If you indicated on the previous page that you are not uploading attachments, select **Save and Continue**.

SAVE & FINISH LATER

SAVE AND CONTINUE

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3:07 PM

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wiring)

Fire pumps	0	Each	x 2	=	0
Transformer, reactor, etc	0	Each	x 0.5	=	0
Fire alarm, communication and data, and power over ethernet devices	22	Each	x 0.034	=	0.748
Emergency standby systems (includes generator and one transfer switch) (includes inverter)	0	Each	x 2	=	0
Additional emergency standby transfer switches	0	Each	x 2	=	0
Swimming pools (includes associated wiring)	0	Each	x 2	=	0
Elevator, escalator or dumbwaiters (includes associated wiring)	0	Each	x 1	=	0
Total Estimated Hours=					17.00

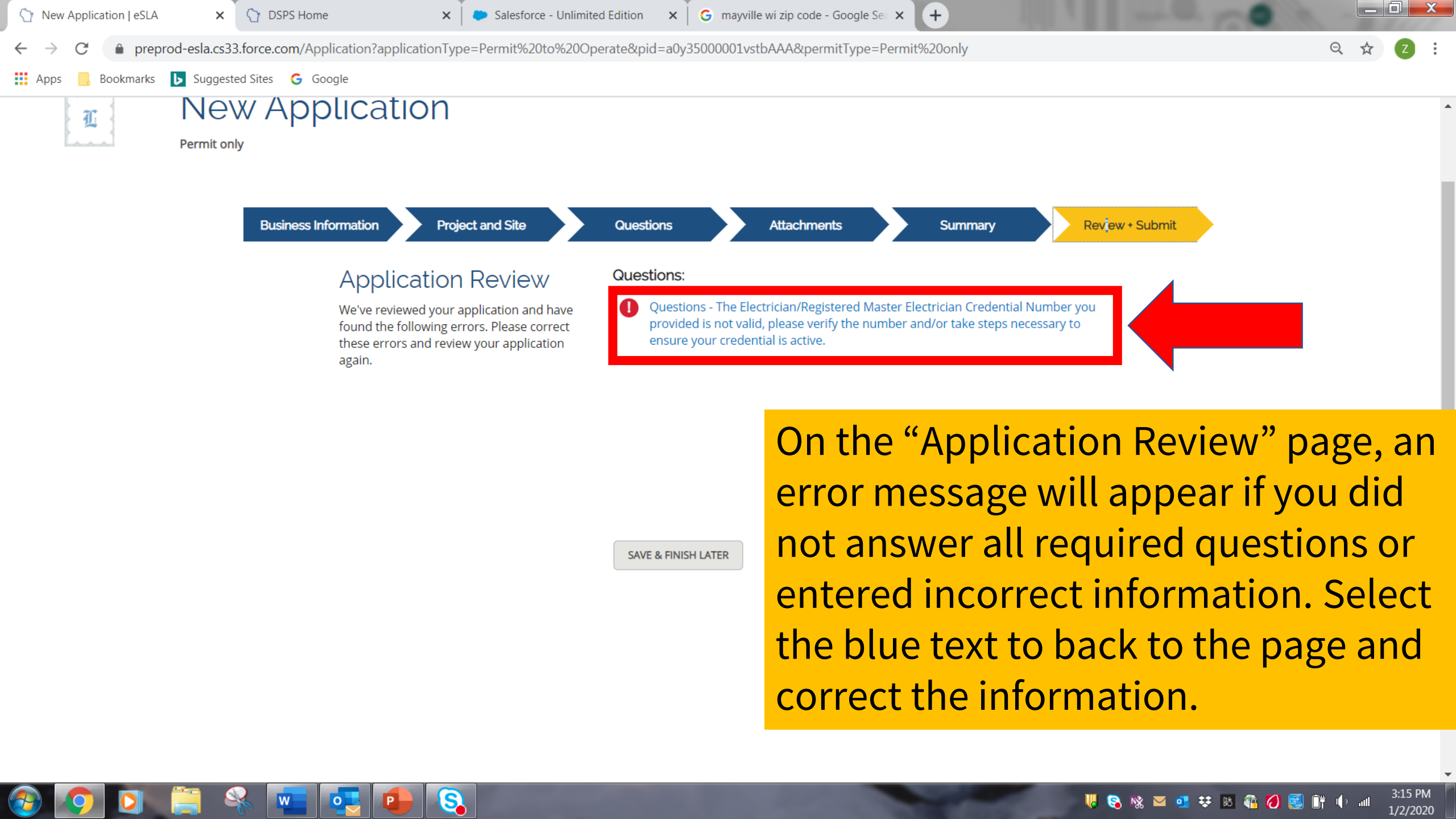
SAVE & FINISH LATER

SAVE AND CONTINUE

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The summary screen will list the total estimated inspection hours. Select **Save and Continue.**

3:10 PM 1/2/2020



New Application

Permit only

Business Information

Project and Site

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Summary

Review + Submit

Application Review

We've reviewed your application and have found the following errors. Please correct these errors and review your application again.

Questions:



Questions - The Electrician/Registered Master Electrician Credential Number you provided is not valid, please verify the number and/or take steps necessary to ensure your credential is active.

SAVE & FINISH LATER

On the "Application Review" page, an error message will appear if you did not answer all required questions or entered incorrect information. Select the blue text to back to the page and correct the information.

Application Review

Completed

Attestation

On the “Review and Submit” page, if all the information is correct, check the **I accept** box and type your name in the **electronic signature** box. Select **Submit** at the bottom of the page.

YOU ARE RESPONSIBLE FOR COMPLYING WITH STATE AND FEDERAL LAWS CONCERNING CONSTRUCTION NEAR OR ON WETLANDS, LAKES, AND STREAMS. WETLANDS THAT ARE NOT ASSOCIATED WITH OPEN WATER CAN BE DIFFICULT TO IDENTIFY. FAILURE TO COMPLY MAY RESULT IN REMOVAL OR MODIFICATION OF CONSTRUCTION THAT VIOLATES THE LAW OR OTHER PENALTIES OR COSTS. FOR MORE INFORMATION, VISIT THE DEPARTMENT OF NATURAL RESOURCES WETLANDS IDENTIFICATION WEB PAGE OR CONTACT A DEPARTMENT OF NATURAL RESOURCES SERVICE CENTER. The building owner, owner's agent, or installer shall notify the inspection agency designated by the department to provide electrical inspections when the electrical wiring installation is ready for inspection.

Consent to Electronic Signature

☒ I accept

Type your First Name and Last Name as they appear on the application to sign electronically

Teresa Tester

(Teresa Tester)

Submit your Application

After clicking the 'Submit' button below, you will no longer be able to change this application. PLEASE DO NOT USE THE BROWSER'S BACK BUTTON AS THAT MAY OVERWRITE YOUR DATA. If you want to return to your application, simply log out and log back in.

Teresa Tester's Cart

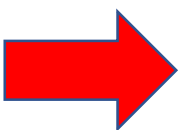
PLEASE DO NOT USE THE BROWSER'S BACK BUTTON AS THAT MAY OVERWRITE YOUR DATA.
To continue paying, select the fees you wish to pay and then press the continue button.

[ITEMS](#) » [CHECKOUT](#) » [CONFIRMATION](#)

Pay For:

Permit ▾

Check the box for the **Permit Fee** that you want to pay for (or check **Select All** to choose all items listed) and select **Continue**.



<input type="checkbox"/> Select All			
<input checked="" type="checkbox"/>	Permit Fee for DIS-012000004		
Type	Amount	Amount Outstanding	Due Date
Electrical Permit Application Fee	\$30.00	\$30.00	

CONTINUE Total Due: **\$30.00**

Teresa Tester's Cart

PLEASE DO NOT USE THE BROWSER'S BACK BUTTON AS THAT MAY OVERWRITE YOUR DATA.
To continue paying, select the fees you wish to pay and then press the continue button.

ITEMS » CHECKOUT » CONFIRMATION

Total Amount: \$30.00
You will be redirected to a payment gateway to complete this transaction



Select **Continue** to be redirected to a payment site to complete the transaction.
Note: The permit will not be submitted until the application fee is paid.